

In re Patent Application of:  
**LUE CHEE LIP ET AL.**  
Serial No. **09/988,907**  
Filing Date: **NOVEMBER 20, 2001**

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**In the Claims:**

1. (Currently Amended) A method for processing a visitor request over an intranet for a visitor visiting an organization, the method comprising:

using the intranet within the organization for  
filling-out ~~and submitting within the organization~~ a visitor request form ~~over the intranet~~;

submitting the filled-out visitor request form over  
the intranet only within the organization;

creating a visitor database on the visitor based upon the filled-out visitor request form;

transmitting a visitor approval request message via e-mail to at least one evaluator within the organization if approval is required, the visitor approval request message having a hyperlink to the filled-out visitor request form; and

submitting an approval recommendation by the at least one evaluator via e-mail for updating the visitor database.

2. (Original) A method according to Claim 1 wherein the e-mail corresponding to the visitor approval request message is transmitted at least in part over the intranet; and wherein the e-mail corresponding to the approval recommendation is transmitted at least in part over the intranet.

3. (Original) A method according to Claim 1 further comprising validating the updated filled-out visitor request form.

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4. (Original) A method according to Claim 1 further comprising issuing a visitor badge based upon a validated filled-out visitor request form.

5. (Original) A method according to Claim 4 wherein the visitor badge comprises at least one of an escort required badge and a no escort required badge.

6. (Original) A method according to Claim 1 wherein if a user filling-out and submitting the visitor request form is not hosting the visitor, then the method further comprises:  
identifying a host of the visitor in the filled-out visitor request form;

transmitting a visitor certification request message via e-mail to the host, the visitor certification request message having a hyperlink to the filled-out visitor request form; and

submitting a certification recommendation by the host via e-mail for updating the visitor database.

7. (Original) A method according to Claim 1 further comprising classifying the visitor as either a regular visitor or a foreign visitor.

8. (Original) A method according to Claim 7 wherein a regular visitor comprises at least one of a U.S. citizen, and a non-U.S. citizen with an alien registration card.

9. (Original) A method according to Claim 7 wherein a foreign visitor comprises at least one of a non-U.S. citizen

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without an alien registration card, a person representing a foreign company, and a person having dual citizenship.

10. (Original) A method according to Claim 1 wherein the at least one evaluator comprises at least one of a security administrator and an import/export administrator.

11. (Original) A method according to Claim 1 further comprising transmitting a status message via e-mail to a user filling-out and submitting the visitor request form, and if the user filling-out and submitting the visitor request form is not hosting the visitor, then transmitting another status message via e-mail to the user hosting the visitor.

12. (Currently Amended) A method for processing a visitor request over an intranet for a visitor visiting an organization, the method comprising:

using the intranet within the organization for  
~~filling-out and submitting within the organization~~ a visitor request form ~~over the intranet~~;

submitting the filled-out visitor request form over  
the intranet only within the organization;

creating a visitor database on the visitor based upon the filled-out visitor request form including classification of the visitor as a regular visitor or a foreign visitor;

transmitting a visitor approval request message via e-mail to at least one evaluator within the organization if approval is required, the visitor approval request message having a hyperlink to the filled-out visitor request form;

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submitting an approval recommendation by the at least evaluator via e-mail; and

issuing a visitor badge based upon a validated filled-out visitor request form.

13. (Original) A method according to Claim 12 further comprising:

updating the filled-out visitor database based upon the received approval recommendations; and

validating the updated filled-out visitor request form.

14. (Original) A method according to Claim 12 wherein the e-mail corresponding to the visitor approval request message is transmitted at least in part over the intranet; and wherein the e-mail corresponding to the approval recommendation is transmitted at least in part over the intranet.

15. (Original) A method according to Claim 12 wherein the visitor badge comprises at least one of an escort required badge and a no escort required badge.

16. (Original) A method according to Claim 12 wherein if a user filling-out and submitting the visitor request form is not hosting the visitor, then the method further comprises:

identifying a host of the visitor in the filled-out visitor request form;

transmitting a visitor certification request message

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via e-mail to the host, the visitor certification request message having a hyperlink to the filled-out visitor request form; and

submitting a certification recommendation by the host for updating the visitor database.

17. (Original) A method according to Claim 12 wherein classification of the visitor as a regular visitor comprises at least one of a U.S. citizen, and a non-U.S. citizen with an alien registration card.

18. (Original) A method according to Claim 12 wherein classification of the visitor as a foreign visitor comprises at least one of a non-U.S. citizen without an alien registration card, a person representing a foreign company, and a person having dual citizenship.

19. (Original) A method according to Claim 12 wherein the at least one evaluator comprises at least one of a security administrator and an import/export administrator.

20. (Original) A method according to Claim 12 further comprising transmitting a status message via e-mail to a user filling-out and submitting the visitor request form, and if the user filling-out and submitting the visitor request form is not hosting the visitor, then transmitting another status message via e-mail to the user hosting the visitor.

21. (Currently Amended) An intranet for processing a visitor request for a visitor visiting an organization, the

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intranet comprising:

at least one computing device comprising a plurality of software modules, said plurality of software modules comprising

a first software module for filling-out and submitting a visitor request form within the organization, the filled-out visitor request form being submitted over the intranet only within the organization;

a second software module for creating a visitor database on the visitor based upon information provided in the filled-out visitor request form;

a third software module for transmitting a visitor approval request message via e-mail to at least one evaluator within the organization based upon the visitor database if approval is required, the visitor approval request message having a hyperlink to the filled-out visitor request form; and

a fourth software module for submitting an approval recommendation by the at least one evaluator for updating the visitor database.

22. (Original) An intranet according to Claim 21 wherein the e-mail corresponding to the visitor approval request message is transmitted at least in part over the intranet; and wherein the e-mail corresponding to the approval recommendation is transmitted at least in part over the intranet.

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23. (Original) An intranet according to Claim 21 wherein said fourth software module also validates the filled-out visitor request form if approval is received from all evaluators.

24. (Original) An intranet according to Claim 21 further comprising a fifth software module for issuing a visitor badge based upon a validated filled-out visitor request form.

25. (Original) An intranet according to Claim 24 wherein the visitor badge comprises at least one of an escort required badge and a no escort required badge.

26. (Original) An intranet according to Claim 21 wherein if a user filling-out and submitting the visitor request form is not hosting the visitor, then the intranet further comprises:

a sixth software module for identifying a host of the visitor in the filled-out visitor request form, and transmitting a visitor certification request message via e-mail to the host, the visitor certification request message having a hyperlink to the filled-out visitor request form; and

a seventh software module for submitting a certification recommendation by the host via e-mail for updating the filled-out visitor database.

27. (Original) An intranet according to Claim 21 wherein said second software module also classifies the

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visitor as either a regular visitor or a foreign visitor.

28. (Original) An intranet according to Claim 27 wherein a regular visitor comprises at least one of a U.S. citizen, and a non-U.S. citizen with an alien registration card.

29. (Original) An intranet according to Claim 27 wherein a foreign visitor comprises at least one of a non-U.S. citizen without an alien registration card, a person representing a foreign company, and a person having dual citizenship.

30. (Original) An intranet according to Claim 21 wherein the at least one evaluator comprises at least one of a security administrator and an import/export administrator.

31. (Original) An intranet according to Claim 21 further comprising an eighth software module for transmitting a status message via e-mail to a user filling-out and submitting the visitor request form, and if the user filling-out and submitting the visitor request form is not hosting the visitor, then transmitting another status message via e-mail to the user hosting the visitor.

32. (Currently Amended) A computer-readable medium having stored thereon a data structure comprising:

a first data field containing data representing a visitor request form for a visitor visiting an organization, the filled-out visitor request form being ~~to be~~ submitted over



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an intranet only within the organization;

a second data field containing data representing an e-mail message having a hyperlink to the data representing the filled-out visitor request form, the e-mail message to be transmitted to at least one evaluator within the organization if approval is required; and

a third data field containing data representing an approval recommendation by the at least one evaluator, the comments to be transmitted via e-mail.

33. (Original) A computer-readable medium according to Claim 32 further comprising:

a fourth data field containing data representing a database on the visitor based upon information provided in the filled-out visitor request form; and

a fifth data field containing data for updating the visitor database.

34. (Original) A computer-readable medium according to Claim 32 further comprising a sixth data field containing data for validating the filled-out visitor request form if all evaluators approve.

35. (Original) A computer-readable medium according to Claim 32 further comprising a seventh data field for containing data for issuing a visitor badge based upon a validated filled-out visitor request form.

36. (Original) A computer-readable medium according to Claim 35 wherein the visitor badge comprises at least one

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of an escort required badge and a no escort required badge.

37. (Original) A computer-readable medium according to Claim 32 wherein if a user that created the visitor request form is not hosting the visitor, then the computer-readable medium further comprises:

an eighth data field for containing data for identifying a host of the visitor in the filled-out visitor request form;

a ninth data field for containing data representing an e-mail message having a hyperlink to the data representing the filled-out visitor request form, the e-mail message to be transmitted to the host; and

a tenth data field for containing data representing a certification recommendation by the host, the comments to be transmitted via e-mail.

38. (Original) A computer-readable medium according to Claim 33 wherein said fourth data field further contains data classifying the visitor as either a regular visitor or a foreign visitor.

39. (Original) A computer-readable medium according to Claim 38 wherein a regular visitor comprises at least one of a U.S. citizen, and a non-U.S. citizen with an alien registration card.

40. (Original) A computer-readable medium according to Claim 38 wherein a foreign visitor comprises at least one of a non-U.S. citizen without an alien registration card, a

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person representing a foreign company, and a person having dual citizenship.